

California Army
National Guard
Headquarters, Camp Roberts
Camp Roberts, California 93451-5000

*FM Regulation 420-3

1 October 2002

**Facilities Engineering
FIRE PREVENTION AND PROTECTION PROGRAM**

Summary. This regulation prescribes policies and procedures for the Camp Roberts Fire Prevention and Protection Program.

Applicability. This regulation applies to Headquarters, Camp Roberts and all tenant activities located on Camp Roberts. It also applies to Reserve Component units using installation facilities.

Suggested improvements. The proponent of this regulation is the Directorate of Safety. Send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) through channels to Commander, Camp Roberts, ATTN:CACR, Camp Roberts, CA 93451-5000. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal).

Availability. This regulation is available on the Fort Monroe Homepage at <http://fort.monroe.army.mil>.

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***This regulation supersedes FM Regulation 420-3, 1 Feb 95, and C1, 1 Mar 95.**

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1-1. Purpose. This regulation is to prescribe policies and procedures governing the Fire Protection and Prevention Program; eliminate loss of life and property by fire; and to educate personnel in the prevention of fire through lectures, demonstrations, and daily contact.

2-1. References.

- a. Required publications are--
 - (1) AR 380-5, Department of the Army Information Security Program.
 - (2) AR 420-90, Fire and Emergency Services.
 - (3) AR 600-63, Army Health Promotion.
- b. Prescribed form is Safety Label 3, No Smoking.
- c. Referenced form is DA Form 5382-R, Hazard/Deficiency Inspection Record.

3-1. Explanation of abbreviations. Abbreviations used in this regulation are contained in the glossary.

4-1. Responsibilities.

a. The Post Commander will designate the Safety Officer as the installation's Fire Chief.

b. The Fire Chief is responsible for the proper management, operation, technical efficiency, and supervision of the Fire Prevention and Protection Program.

c. The Fire Inspector will conduct fire prevention inspections and submit a copy of all hazards on DA Form 5382-R to the building supervisor or fire warden.

d. Area fire marshals will be unit commanders or building supervisory personnel selected from each principal organization or activity. Each area fire marshal will appoint personnel in their organization as building or section fire wardens as appropriate. The names of the designated individuals will be forwarded to the Fire Prevention Section.

e. Area fire marshals, through their subordinate fire wardens will--

(1) Visually inspect assigned areas during normal operations and at the close of business to detect and eliminate fire hazards, determine operational readiness of fire extinguishers, and enforce fire regulations.

(2) Coordinate emergency plans for evacuating personnel, fire reporting, and property salvage.

(3) Ensure employees with special needs be assigned a primary and an alternate employee from the organization to assist them during evacuation operations. The Fire Department shall be notified of employees in the building with special needs.

(4) Advise the Fire Chief and Fire Prevention and Protection Division when unit personnel cannot correct fire hazards.

(5) Notify the Fire Department when fire alarms or extinguishers are unserviceable.

(6) Conduct annual evacuation drills in coordination with Fire Prevention Section personnel to ensure the effectiveness of building notification devices for all employees, and special equipment used for employees with special needs.

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(7) Develop written fire plans for each area of responsibility covering fire reporting, personnel evacuation, safeguarding classified information, and fire extinguisher usage. Fire plans will be in conjunction with type occupancy and specific hazards. Fire plans must also include accommodations necessary to assist employees with special needs in the event of an emergency. The support of the Fire Prevention Section and Directorate of Public Works (DPW) is to assist in ensuring accessibility.

(8) Request Fire Department personnel to provide fire prevention lectures and demonstrations for new employees and periodic refresher training by calling the Fire Prevention Section at extension 68220 or 68406. It is suggested that all buildings have fire drills and extinguisher training coordinated with the Fire Prevention Section annually.

(9) Attend meetings when fire prevention matters are discussed.

(10) Arrange for access to secured areas and accompany Fire Department Inspector on inspections.

f. The Provost Marshal will--

(1) Dispatch military police to fires to control traffic, clear the area of spectators, and render assistance as the fire officer-in-charge may request.

(2) During nonduty hours, alert photographer. Alerted photographer will respond to all fire calls when requested by the fire officer-in-charge to satisfy photographic requirements. If post photographers are unavailable, military police investigators will be requested to take photographs.

g. The Work Control Branch, DPW, when requested by Fire Department personnel, will dispatch an electrician, plumber, etc., with proper tools and equipment to each fire incident and support any requirements for heavy equipment as deemed necessary by the fire officer-in-charge.

h. Craven Army Health Clinic will dispatch ambulance to fire calls upon request of the fire officer-in-charge.

i. All echelons of command will publicize and participate in planned fire prevention and protection programs and activities.

5-1. Policy.

a. Use of fireworks of any kind by individuals not certified is prohibited. This includes the display of firecrackers, sparklers, roman candles, and similar spark-producing pyrotechnics.

b. Scented candles, incense, and similar type odor producing devices will not be burned in barracks, Bachelor Officers Quarters (BOQ), Senior Enlisted Bachelor Quarters (SEBQ), and other dormitory-type buildings.

c. Maintenance, repair, and modification projects (including U-do-it) will be reviewed by the Fire Chief before starting work.

d. Appropriate administrative or disciplinary action will be taken against individuals who are responsible for willful misconduct or negligence resulting in fire loss to government property.

e. Installed woodworking machinery will be equipped with a dust removal duct exhaust system. If a failure occurs, discontinue using machine until system is restored.

f. Melting any type of paste wax is prohibited.

g. Open fires are not permitted within installation limits except when authorized by the Fire Marshal or Fire Chief.

6-1. Fire reporting procedures.

a. Report all fires, regardless of size or nature, to the Fire Department At extension 911 or 68911.

b. Upon discovering a fire-

(1) Warn all building occupants.

(2) Call the Fire Department and give the following information:

(a) Exact location of the fire, including the building or quarters number (not street address).

(b) Name and phone number of person reporting the fire.

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(c) Type of fire (building, grass, automobile, etc.).

(d) Do not hang up until the Fire Department has confirmed the information given.

(3) Evacuate all personnel.

(4) Close all doors and windows (do not lock).

(5) Safeguard classified information in accordance with (IAW) AR 380-5.

(6) Use available fire extinguishers to help control or extinguish the fire.

(7) If available, post one person outside the building to direct firefighters to the fire.

c. Manual fire alarms are alarm-sounding devices to warn building occupants to evacuate the building. To operate, pull handle or break the glass. Some of these do not send notification to the Fire Department; therefore, the Fire Department must be notified by telephone. Tampering with or misuse of any fire alarm system except to alert personnel of an existing fire is prohibited.

7-1. Fire evacuation drills.

a. Personnel will participate in fire drills to practice established procedures for safe egress from the buildings in which they work. Under no circumstances will personnel re-enter the building until told to do so by the senior department officer or supervisor conducting the drill.

b. Fire evacuation drills may be held in conjunction with "Fire Prevention Week", or scheduled through the Fire Prevention Office.

8-1. Yielding right of way. Fire trucks responding to emergency calls, with sirens sounding and warning lights operating, have the right of way over all other traffic. Operators of other vehicles will move to the extreme right side of the road and come to a complete stop and remain in this position until all fire vehicles have passed.

9-1. Fire extinguishers.

a. The Fire Prevention Section will determine the number of extinguishers required in each building by type and number for designated occupancy.

b. Where possible, mount fire extinguisher on a wall or other surface in clear view. In areas where fire extinguishers are not readily visible, post a sign with letters a minimum of 2 inches high indicating extinguisher location.

c. Do not use fire extinguishers for tasks other than fire fighting.

d. Building fire wardens or their representatives will inspect fire extinguishers daily to detect visible damage.

e. If discrepancies are noted, the organization will immediately deliver fire extinguishers to the Fire Department (Bldg 4050). After correction, the using organization must return the extinguisher to the assigned location.

f. Use appropriate portable or wheeled extinguishers around parked aircraft. Aircraft maintenance crews will check them daily.

g. Do not block or obscure fire extinguishers from sight.

10-1. Water distribution systems (hydrants and mains).

a. Do not block access to fire hydrants.

b. Do not park vehicles within 15 feet of fire hydrants.

c. Notify the Fire Department before beginning maintenance or other activities on hydrants or water mains, which will affect water supplies for fire fighting.

d. Do not use fire hydrants or pipe connection unless approved by the Fire Chief.

11-1. Exits and aisles.

a. Keep stairs, exit passageways, and outside fire escapes unobstructed at all times and well lit during the hours of darkness. Doors used in connection with exits will swing with exit travel and never be locked while the building is occupied.

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Do not obstruct aisles, corridors, stairways, and passageways leading to exits.

b. Do not install locks, padlocks, hasps, bolts, chains, or other devices on doors on which panic hardware is installed.

c. Exit doors will remain unlocked at all times when building is occupied.

d. Keep panic hardware on exit doors in good working condition.

e. Exits will be properly identified.

f. Organizations will check exit lights daily and replace burned out bulbs. Bulbs will not exceed 25 watts.

12-1. Public assembly and recreational requirements.

a. Club management and recreational personnel will--

(1) Ensure that employees and patrons observe fire prevention measures.

(2) Orient employees on fire prevention responsibilities, the procedures in case of fire, transmission of alarms, and the use of fire extinguishers. Personnel performing janitorial services after duty hours will receive special information regarding safe use of cleaning agents, wax, appliances, etc., and fire reporting methods.

b. When closing a facility, the facility manager or assistant will--

(1) Make a thorough inspection of the premises. Fire Department personnel will make random spot checks. See Fire Prevention Checklist at appendix A.

(2) Report the results of closing inspection to the Fire Department, extension 68220. If the report is not received within 1 hour after scheduled closing time, the Fire Chief will report the incident in writing to the Commander the next duty day.

(3) Places of public assembly will have two or more approved exits.

c. Managers of facilities where commercial or restaurant-type cooking is performed will enforce the following procedures:

(1) Clean all grease filters and exhaust surfaces daily or as often as required to prevent accumulation of grease.

(2) Do not permit cooking on ranges/deep fat cookers unless grease filters are installed.

(3) If an exhaust fan motor is shut down or out of service, discontinue the use of kitchen equipment served by that exhaust system until the fan is restored to service.

(4) Equip deep fat fryers with a primary thermostat limiting temperature to 400 degrees Fahrenheit. A second thermostat will be nonadjustable with a maximum cutoff temperature of 475 degrees Fahrenheit.

(5) Provide the Fire Department inspector the following information:

(a) Date hood and filters were last cleaned.

(b) Date ducts were last cleaned.

(c) Who cleaned the ducts.

(d) A copy of the certificate of inspection.

(6) The duties listed on the Fire Prevention Checklist, appendix A, will be performed nightly.

13-1. Seasonal decorations.

a. Seasonal decorations will be coordinated with the Fire Prevention Section before use.

b. Organizations planning to host a seasonal event, such as a haunted house or Christmas display, will request a courtesy inspection from the Fire Prevention Section prior to the opening of the event.

c. Curtains, draperies, or other combustible decorative materials used in clubs, day rooms, open messes, recreational facilities, and other places of assembly will be flame proofed.

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- d. Do not use combustible vegetation (corn silk, palm, hay, etc.) for decorations or to provide atmosphere.
- e. Do not use candles or open flame to provide atmosphere or decorative purposes in places of public assembly except for religious services at the Post Chapel. Hurricane-type candles are permitted.
- f. Do not place live Christmas trees inside any building for more than 15 days; remove when dryness reaches the danger point.
- g. Diagonally cut live Christmas trees at the base and place in a container of water or wet sand. Check water level daily.
- h. Do not place Christmas trees close to a source of heat such as radiators, ducts, fireplaces, etc.
- i. Place Christmas trees where they will not block an exit or path of escape.
- j. Christmas tree lights will bear the label of "Underwriter's Laboratory" or similarly recognized testing authority. Disconnect in ample time for lights to cool before building is vacated.
- k. Use only nonflammable decorations on the Christmas tree.

14-1. Housekeeping practices.

- a. Maintain a high state of cleanliness and orderliness at all times.
- b. Keep all buildings/facilities and areas free of rubbish and other materials of a combustible nature. Use metal trash and rubbish containers with suitable covers in all areas. Use wastebaskets made of noncombustible materials and keep free of smoking materials.
- c. Place oily rags and waste in properly marked and tightly covered metal receptacles.
- d. Empty all trash and rubbish receptacles at least once each day and always before closing.
- e. Keep outside trash and rubbish collection containers (dumpsters) closed and no less than 15 feet from any building or structure.

- f. Safely store oily mops and flammable materials.
- g. Do not burn trash and waste.
- h. Keep accumulations of packing materials, such as excelsior, shredded paper, etc., in a metal-lined container with a positive self-closing lid.
- i. Do not allow dried grass, bush, or foliage to accumulate near or under buildings, equipment, or supplies. Give special attention to bird nests in eaves or other sections of buildings.

15-1. Control of smoking.

- a. Designated smoking areas will be IAW AR 600-63, Chapter 4.
- b. Metal containers will be used for the disposal of smoking material where smoking is permitted. Provide separate metal containers for trash disposal.
- c. Metal containers used for the disposal of smoking materials shall be painted red.
- d. Before discarding smoking material in outside dumpsters, thoroughly soak with water to prevent ignition of other combustible materials.
- e. Do not deposit smoking materials, including matches, in wastebaskets.
- f. Do not smoke while reclining on a bed. Conspicuously post "Smoking in Bed Prohibited" signs on or adjacent to bulletin boards in barracks, SEBQ, BOQ, and transient billets.
- g. A supervisor will be appointed to inspect designated smoking areas to ensure the proper control and disposal of smoking materials. Do not discard smoking material on floor or ground, regardless of location.
- h. Do not smoke, strike matches, or use lighters in the following areas, except as designated by the Fire Prevention Section:
 - (1) Warehouses, storage areas, and supply rooms.

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(2) Automobile repair shops, paint shops, motor pools, and engine build-up shops.

(3) Within 50 feet of any highly flammable or explosive materials, such as gas or volatile liquids.

(4) Hobby shops, woodworking shops, and battery shops.

(5) Theater, Fitness Center, Combined Activities Center, Youth Center, Child Development Center, Commissary, and Post Exchange.

(6) Flight line and aircraft parking areas.

(7) Any other area deemed by the Fire Chief to be hazardous.

i. Carry and use safety matches only.

j. Provide barracks, SEBQ, BOQ, and transient quarters with noncombustible ashtrays.

16-1. Electrical lighting and appliances.

a. Only DPW Electrical Shop personnel or qualified, licensed electrical contractors will perform new installation or remodel electrical facilities.

(1) Do not tamper with or alter installed electrical facilities.

(2) Do not perform self-help electrical projects.

(3) Portable electrical appliances will be stamped with "Underwriter's Laboratory Approved" or will be approved by other nationally recognized testing authorities.

(4) Ensure that electrical cords attached to portable appliances are not frayed or otherwise deteriorated.

(5) Do not use multi-outlet plugs that will increase the number of installed outlets and do not connect more than one cord.

(6) Do not run extension cords under rugs or through doorways and windows, hang on nails, or use in any manner that may subject the wire to physical damage.

(7) Use extension cords of sufficient gauge to carry the ampere load of the attached equipment without heating the extension cord, plug, or any component part. Extension cords will not be used in lieu of permanent wiring.

(8) The use of extension cords will be kept to a minimum. Use one continuous cord without any splices. Only one appliance per extension cord is permitted.

b. Ensure electrical circuits are provided with an approved disconnect panel, including fuses, circuit breakers, or other means to prevent overloading. Do not use fuses that exceed 20 amps unless authorized by the DPW Electrical Shop.

c. Disconnect electrical appliances with heating elements when not in use or unattended. When in use, separate appliance from all combustible surfaces with asbestos, metal, or other protective materials.

d. The use of electrical hot plates, coffee makers, heaters, cookers, or any other similar heating devices designed for the preparation of food or personal comfort is prohibited in all sleeping rooms in barracks, BOQ, SEBQ, and other dormitory-type buildings.

e. The use of appliances equipped with timed devices (to cut on/off coffee maker, etc.) is strictly prohibited.

f. Ensure that cover plates are installed on electrical switches, receptacles, panel boxes, junction boxes, etc.

g. Use only approved, explosive-proof, electrical appliances and equipment in areas where flammable vapors may exist.

17-1. Storage.

a. If facility has an automatic sprinkler system or automatic alarm system, maintain a minimum clearance of 18 inches below sprinkler deflectors to permit good water distribution in storage areas.

b. Do not stack supplies above the horizontal level or lower roof truss. Do not store supplies above the drop ceiling panels.

c. Do not store combustible material in furnace rooms, mechanical rooms, and attics.

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- d. Maintain a minimum clearance of 18 inches between stock and any electrical light fixtures, heating ducts, or heating devices.
- e. Do not place stacks of supplies in front of fire alarm system devices (transmitter, manual/automatic break station, sprinkler control valve, etc.). Provide an aisle space of not less than 36 inches wide leading directly to installed systems. Also, maintain a clearance of 36 inches around the system.
- f. Do not place supplies closer than 24 inches to any combustible wall or partition.
- g. Maintain adequate fire aisles, not less than 36 inches, in all warehouses and identify with white or yellow painted lines.
- h. Place stock, when stored outside building, not less than 20 feet from the building walls. Do not restrict the access of the Fire Department to the building.
- i. Notify the Fire Department immediately of changes in storage location and classification of munitions. Fire Department personnel will maintain a consolidated map of munition/explosive areas. Notify the Fire Department of munitions movements to include any convoy routes.
- j. Qualified personnel will store hazardous chemicals in approved and designated areas.
- k. Do not store unmixable chemicals in adjacent areas.
- l. Identify storage areas and buildings containing hazardous chemicals by appropriate code signs.
- m. Store and handle pyroxylin plastics and nitrocellulose films or other flammable plastics or films IAW the National Fire Protection Association Codes.
- n. Store working supplies of combustible packing materials, excelsior, shredded paper, etc., separately in bins or boxes constructed of metal or noncombustible materials.
- o. Store supplies of oxygen, acetylene, and other gases separately in areas free from oil and greasy substances so that in the event of leakage or damage, the gases will not mix. When stored inside a building, provide adequate ventilation.

p. Select outside storage areas for drainage, fire fighting facilities, clearance of buildings, and parking lots. Ensure that stockpiles do not exceed 5,000 square feet and do not exceed the height of the eaves of nearby buildings. Keep a minimum of 12 feet between stockpiles to prevent spreading fire and to provide fire fighting space. Post boundaries of storage areas with Safety Label 3. Keep the area free of combustible materials. Keep weeds and grass maintained and establish regular procedures for general cleanup.

q. Store drums of flammable liquids a safe distance from buildings and other combustible material and elevated so that a leak or rupture will drain away from buildings or other combustibles.

18-1. Heating and cooking.

a. Keep heating and cooking appliances clean and in good operating condition. Permanently fit commercial-type grills and ranges with exhaust hoods, approved filters, and extinguishing systems IAW the National Fire Protection Association Codes.

b. Do not store or place combustible materials on steam or hot water radiators.

c. Do not use portable electrical space heaters without written permission from the Directorate of Safety.

d. The use of kerosene heaters is prohibited except in emergencies verified by the DPW. The use of kerosene heaters in lodging, public assembly, warehouse, and child care facilities is prohibited without written exception to policy.

19-1. Flammable liquids.

a. Do not use a mixture of gasoline, dope/glue, naphtha, or other flammable liquids in the Class I or II category for cleaning. Use only approved cleaning solvents. Keep solvents in closed containers.

b. Use only approved containers for storing or handling flammable liquids.

c. Do not use or store paint thinner, model airplane dope, or other flammable liquids in sleeping areas of barracks, BOQ, SEBQ, or other dormitory-type buildings.

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d. Stencil contents on containers of flammable liquids in the Class I or II category in excess of 5 gallons and equip with static ground cable.

e. Spray paint inside buildings only in approved spray booths, except in situations approved by the Fire Marshal.

f. Place rags and waste contaminated with paint, thinner, and oil in marked metal containers with tight fitting metal covers and dispose of outside building before the close of each duty day.

g. Do not store soiled overalls or fatigue clothing used by painters in combustible lockers.

h. Store oil base paint and thinners in an outside locker 25 feet from the building, if possible. Only a 1-day supply will be permitted inside buildings, except those designated for storage. When oil base paints and thinners are not being used, cover with a tight metal top.

i. Store bulk paint in a separate noncombustible room during freezing weather.

j. Stencil paint storage lockers with "Flammable - Keep Fire Away."

k. Do not store pressurized spray cans in an area where temperatures of 120 degrees Fahrenheit or higher are expected.

l. When operations require the use of flammables, place them where they will not interfere with evacuation of personnel.

m. Use only explosive-proof type heating or electrical devices in fuel system pump houses, fuel cell repair areas, or similar facilities where the possibility of dangerous concentration of flammable vapors exists.

n. Do not pour or drain flammable liquids (Class I, II, and III) into manholes, sewers, drainage systems, or drainage ditches.

o. Do not store or transport flammable liquids in glass or similar containers. Do not use plastic containers for gasoline except those designated for this purpose.

p. Do not refuel gasoline-powered equipment inside buildings or while the engine is running. Do not store or park gasoline-powered equipment inside warehouses unless approved by the Fire Marshal.

20-1. U-do-it projects. All U-do-it projects must meet specifications of the Department of Defense (DoD) Construction Manual, appropriate National Fire Protection Codes, and be approved by the Fire Department. Personnel failing to secure approval will be required to dismantle the project.

Appendix A

Fire Prevention Checklist

A-1. Properly dispose of smoking materials in butt cans outside of the building.

A-2. Properly store flammable liquids.

A-3. Disconnect electrical appliances by the close of business daily.

A-4. Empty contents of wastebaskets outside of building in closed containers.

A-5. Secure all fire doors.

A-6. Check under cushions of chairs and sofas for smoldering fires.

A-7. Check exit signs and exit lights.

NOTE: Managers/supervisors of public assembly and recreational facilities are required to call the Fire Department to report results of closing inspections and receive a closing number each night the facility is open.

Appendix B

Contractors/Concessionaires

B-1. Debris.

a. Keep the accumulation of debris to a minimum on the inside and outside of buildings or facilities.

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b. Do not burn trash or other waste material.

c. Do not place piles of debris awaiting removal in fire lanes or any such manner as to interfere with fire fighting.

B-2. Heating.

a. Ensure that only "Underwriter's Laboratory Approved" portable heaters are used and are located so as to avoid ignition of other combustible materials.

b. Kerosene heaters and open drumfires are prohibited.

c. Do not connect electrical heaters to extension cords unless cords are of sufficient gauge to operate the unit without heating the cord and the plug.

B-3. Electrical.

a. All electrical appliances will bear approval from a recognized testing authority.

b. Install temporary electrical wiring in a safe manner and place in a position so as to avoid physical damage from other operations.

c. Maintain extension cords in good state of repair. If splices are made, protect with approved electrical tape.

d. Unplug portable electrical appliances and equipment at the end of each workday.

e. Use only explosive-proof electrical fixtures and appliances in areas where explosive vapors might be present.

B-4. Flammables.

a. Keep highly flammable liquids such as paint, thinner, etc., inside buildings to absolute minimum, except in buildings authorized and designated for storage.

b. Do not store gasoline for refueling equipment in excess of 5-gallon containers unless approved by the Fire Chief or the Fire Prevention Section. Small containers up to 5 gallons will have caps in place when not being used.

B-5. Observe existing smoking restrictions in occupied areas.

B-6. Keep tar kettles or similar type operations at a minimum of 25 feet from buildings with a qualified person in attendance. The contractor will provide dry powder type fire extinguishers for this type operation.

B-7. Welding operations.

a. Before welding or flame cutting, obtain a hot work permit from the Fire Department.

b. Before approving any cutting or welding, the Fire Inspector or designated appointee will inspect the work area and confirm that precautions have been taken to prevent fire IAW National Fire Protection Association Code 51B.

(1) Precautions. Cutting and welding equipment must be in good working condition.

(2) Within 35 feet of work area--

(a) Floors will be swept clean of combustibles.

(b) Combustible floors must be wet, covered with damp sand, metal, or a shield.

(c) Combustible material or flammable liquids are prohibited.

(d) Protect combustibles and flammable liquids with covers, guards, or shields.

(e) Cover all wall and floor openings.

(f) Suspend covers beneath work to collect sparks.

(3) Work on walls or ceilings. Move combustibles away from opposite side of wall.

(4) When working on enclosed equipment--

(a) Clean equipment of all combustibles.

(b) Purge containers of flammable vapors.

(5) Fire watch.

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(a) Provided during and 30 minutes after operations.

(b) Use charged fire extinguisher or small hose connected to a water source.

(c) Train personnel in use of equipment and in sounding fire alarm.

(6) Final check will be made 30 minutes after completion of operation. Once final check is completed, the Fire Department will be notified by calling 788-2422 and hot work permit will be cleared.

Glossary

AR	Army regulation
BOQ	Bachelor Officers Quarters
DoD	Department of Defense
DPW	Directorate of Public Works
IAW	in accordance with
SEBQ	Senior Enlisted Bachelor Quarters

FOR THE COMMANDER:

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DISTRIBUTION:

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